

## ADVERTISEMENT FOR BUILDING ENVELOPE CONSULTING SERVICES

The City Secretary for City of Houston will receive Statement of Qualifications (SOQ) at 900 Bagby, Room P101, Houston, Texas for the following General Services Department project(s):

**Project Name and Number:** Police Headquarters Building Envelope Restoration Project - Hurricane Harvey  
**WBS:** G-HARVEY-8579-4-01-1E

**Project Description:** This project will provide design through construction administration phase services for restoration of building envelope. Project is expected to range from minor repairs to full replacement of building envelope components. All construction will need to be compliant with all jurisdictional requirements as necessary.

**Qualification Submittal Date:** Thursday, July 16, 2020

**Project Location:** Police Headquarters  
1200 Travis, Houston, TX 77002

**Project Manager:** Leonard Jordan / (832) 393-8201

**Estimated Project Budget:** \$2,788,090.00

**Pre-submittal Meeting:** Wednesday July 1, 2020 at 2:00 pm

**Microsoft Teams Meeting**

Conference Number: 936 755-1521

Conference ID: 102-959-282#

SOQs will be accepted until 2:00 p.m., local time at the location specified above on the date shown above. SOQs received after that time will not be accepted.

**Request for RFQ documents should be sent to [Richard.Vella@houstontx.gov](mailto:Richard.Vella@houstontx.gov) and cc [Leonard.Jordan@houstontx.gov](mailto:Leonard.Jordan@houstontx.gov). All Addenda will be posted on the following General Services website for your review:**

**<https://www.houstontx.gov/generalservices/advertisements.html>**

Respondent acknowledges that Federal Emergency Management Agency (FEMA) financial assistance will be used to fund this Agreement and Respondent agrees to

comply with all applicable Federal laws, regulations, executive orders, FEMA requirements, and all other terms and conditions incorporated into the bid documentation.

Contracts funded in whole or in part by federal funding (e.g. FEMA Public Assistance Grants) are also subject to the requirement at 2 C.F.R. § 200.321 to solicit minority businesses, women's business enterprises, and labor area surplus firms when possible. The list of labor surplus areas is provided at the Department of Labor's website at <https://doleta.gov/programs/lisa.cfm>.

Regulation 2 C.F.R. § 200.321 requires, where subcontracting is permitted, contractors to take the following affirmative steps:

1. Solicitation Lists. The Contractor must place small and minority businesses and women's business enterprises on solicitation lists.
2. Solicitations. The Contractor must assure that it solicits small and minority businesses and women's business enterprises whenever they are potential sources.
3. Dividing Requirements. The Contractor must divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises.
4. Delivery Schedules. The Contractor must establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises.
5. Obtaining Assistance. The Contractor must use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The Contractor must take these steps regardless of whether it has met the City's MWBE goal referenced above. Selected Firm(s) should clearly document the communication and outreach to the certified business. Documentation may include mail logs, phone logs, or similar records documenting the use of the above identified sources

of information about MWSBE firms, the efforts to contact them, and other efforts to meet the above requirements.

It is unlawful for any Contractor to contribute or offer any contribution to a candidate for City elective office during a certain period prior to and following a contract award (Chapter 18 City Code). Contractor will be required to comply with Anti-discrimination provisions (Chapter 15, Article II City Code), Pay or Play Program (Executive Order 1-7 and Ordinance 2007-0534), Minority, Women, Persons with Disabilities and Small Business Enterprise requirements (Chapter 15, Articles V and VI, City Code and Executive Order 1-2), and the MWBE goal of 24%.

Dated: \_\_\_\_\_

(Publish Friday, June 19, 2020 and June 26, 2020)

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Pat Jefferson Daniel  
Interim City Secretary